

SECRET

14 SEP 1970

MEMORANDUM FOR: Deputy Director for Support

SUBJECT : Office of Personnel Report - Week Ending 11 September 1970

1. Conversion of Certain Logistics Employees from Staff to Contract

Employee Status: On 10 September, the Chief, Staff Personnel Division participated with the Director of Logistics, Chief, Logistics Services Division, and the Deputy Chief, Contract Personnel Division in advising seven employees of Logistics that they were being converted from staff employee to contract employee status. The employees asked numerous questions. The questions were indicative of the employees' uncertainty and lack of confidence and insecurity. The session was generally one of free and open exchange but the employees were not totally convinced that the change in their status was not in some sense detrimental. They asked for an opportunity to study the contract and were assured that they could come to Contract Personnel Division at any time and study and ask further questions about the contract. On 11 September, the C/SPD participated with the Chief, LSD in advising the one remaining employee in the tube maintenance system that he also would be converted from staff to contract. This discussion was somewhat more successful than the earlier session.

After allowing these employees suitable time to study the contracts, they will be asked to sign the appropriate documents.

The same procedures as noted above will be followed in handling the Office of Training conversions--this will be done by the end of September.

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2. Cooperative Education:

a. Sixteen new co-ops will be reporting for work in the next weeks. They will be assigned as follows: 3 - NPIC, 4 - TSD, 6 - FSIAC, 3 - OSI.

b. [REDACTED] is going to a meeting of the Board of Directors of the Cooperative Education Division of the American Society for Engineering Education in Cincinnati on 24 and 25 September. On the same trip he plans on visiting Tennessee State, a Negro college in Nashville, to discuss our cooperative program with their coordinator.

[REDACTED]

4. Exit Processing: Last week was the end of the exit processing of large numbers of summer employees—79 were processed on Friday, 11 September.

5. Combined Federal Campaign: [REDACTED] packets of CFC material were assembled and distributed this week to office chairmen.

/s/ Robert S. Wattles

Robert S. Wattles
Director of Personnel

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